

# Sugar City Planning & Zoning Meeting

February 4, 2021

Commissioners in Attendance: Dave Thompson, Christine Lines, Paul Jeppson, Dan Mecham

Others in Attendance: Quinton Owens (P&Z Administrator), Chase Hendricks (City Attorney), Ryan Lerwill, Alana Lerwill, Kurt Hibbert, Reagan Smith, Jose, Teresa Daniels.

Meeting was called to order at 7:05 pm

**Report from Chairman:** Time was turned over to the City Attorney to report on changes made to the new development agreement for Old Farm Estates. The title has been changed to identify it as a “restated” agreement. The number of actual remaining utility discounts needs to be confirmed and added to the agreement in item 11. He explained the background to Item 21 on water rights, and that it has been corrected for proper wording appropriate with state laws and the intent of this agreement. The traffic study, Special Condition 15, had a portion that is subject to consent and approval from Madison County regarding the turning lanes. The inclusion of Parcel 3 as described under Special Condition 17 needs to be verified as the narrow lot along the east boundary of the development. Chase said this updated version is ready for public hearing with no further expected changes.

Interest has been expressed in placing a drive-thru Soda Vendor on the corner lot west of the gas station. The existing building on the lot is not expected to be occupied during the time the “soda shop” is also on the lot. If the trailer is on wheels it is not subject to building code but would still be temporary and be subject to different zoning rules. The shop owners were directed to schedule meetings with the Building Official to determine applicable codes based on if the building will be intended for temporary use (180 days maximum) or longer.

Developers have interest in the southeast corner of 7<sup>th</sup> East and Hwy 33, which is impact area, for residential, commercial, and industrial use.

The school district is interested in purchasing and splitting the lot at 224 N. Park. Their intent is to only keep the shed and likely sell the home. Several issues pose challenges in permitting the split.

The commission was asked for input on the following and any other possible issues.

- Shed changes from residential use to school use in a residential zone.
- Lot area would be less than minimum allowed (unless joined with school property)
- Frontage required is 100 ft
- Setback requirements for both buildings
- Easement for access to shed (which will be close and maybe disruptive to home occupants)
- Intent to run fiber optics along the east under existing power lines to connect Jr High to Central school.

**Design Review Report:** With the land swap rearrangement between Sun Glo and Bret Stoddard, Commissioner Jeppson reminded Mr. Stoddard to bring his updated plan for storage units with the new frontage before Design Review.

The Targhee Townhomes are being reviewed for compliance with Design Review requirements outlined for color variation at the time they were approved.

**Administrator report:** The modular home approved for building permit has been contacted by the developer on restrictive covenants and has contacted the city about plan submittal for adding a required garage. Quinton attended online training on the new state adopted building code.

**Comprehensive plan survey:** Each question of the comprehensive plan was reviewed on the electronic format for any potential changes. Corrections were noted and some were made during the review. It was decided to allow for two weeks and set the due date on February 22.

**Annexation discussion:** Justin Maupin has received his building permit for the next two storage units ready to be put up with no present concerns on the annexation.

Motion made by Commissioner Mecham to set a public hearing for the annexation along highway 33 on March 4<sup>th</sup>, 2021. **Seconded by** Commissioner Lines.

**Motion Passed:** Unanimous.

**Review of meeting minutes:**

General suggestions were discussed on the January 21<sup>st</sup>, 2021 regular meeting minutes with no approval. Everyone was invited to submit their proposed corrections.

**Motion made** by Commissioner Jeppson to approve the regular meeting minutes as amended from December 3<sup>rd</sup>, 2020 and to be reworded to represent intent. **Seconded by** Commissioner Mecham

**Motion passed:** Unanimous

**Plat Process Flow Chart:** Chairman reviewed the latest flow chart with the commission. A checklist was recommended for plat reviews. Fees are easier to manage if set by resolution rather than specifically identified in ordinance. The county's steps in Sugar City's plat process can be referenced but are better if not specifically detailed in city code in case the county makes changes in their process.

**Motion made** by Commissioner Jeppson to table remaining agenda items not covered.

**Seconded by** Commissioner Mecham

**Motion passed:** Unanimous

**Motion made** by Commissioner Mecham to adjourn the meeting.

**Seconded by** Commissioner Jeppson

**Motion passed:** Unanimous

**10:04 pm Meeting adjourned**